



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY MEDICAL DEPARTMENT
2050 WORTH ROAD
FORT SAM HOUSTON, TEXAS 78234-6000

MCPE-MO

17 FEB 2006

MEMORANDUM FOR SOLDIERS, US ARMY MEDICAL COMMAND

SUBJECT: MEDCOM Deployment Volunteer Program

1. Effective immediately, MEDCOM Soldiers are able to volunteer online for deployments. The opportunity is ongoing and offered through a new volunteer website at <http://www.mods.army.mil>. Specific procedures for volunteering are contained in OTSG/MEDCOM Policy Memo 06-003. The website contains additional information on the MEDCOM Deployment Volunteer Program. Any MEDCOM Soldier with an Army Knowledge Online account may volunteer to deploy on the website.
2. Volunteers will have support from their chain of command. I recommend you discuss volunteering with your family. Volunteers are top priority for selection to impending deployment battle rosters on the PROFIS Deployment System (PDS). For those selected, PDS offers predictability and preparation. I urge you to consider the benefits of volunteering to enhance deployment predictability.
3. Our point of contact for this program is CPT Jason Grant or Mr. Hector Bazan, Office of the Assistant Chief of Staff for Human Resources, (210) 221-7050 or (210) 221-7265.

A handwritten signature in black ink, appearing to read "Kevin C. Kiley", is positioned above the printed name.

KEVIN C. KILEY
Lieutenant General
Commanding



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY MEDICAL COMMAND
2050 WORTH ROAD
FORT SAM HOUSTON, TEXAS 78234-6000

REPLY TO
ATTENTION OF

MCPE-MO

OTSG/MEDCOM Policy Memo 06-003

Expires 17 February 2008

17 FEB 2006

MEMORANDUM FOR Commanders, MEDCOM Major Subordinate Commands

SUBJECT: MEDCOM Deployment Volunteer Policy

1. References:

a. MCPE memorandum, subject: Volunteer Program for OIF05/07 Deployments, 11 Mar 05.

b. AR 601-142, Army Medical Department Professional Filler System, 23 Jul 04.

c. OTSG/MEDCOM Policy Memo 06-001, Commander's Critical Information Requirements (CCIR), 14 Feb 06.

2. Purpose: Establish policy for MEDCOM Soldiers to volunteer for deployment using the Volunteer to Deploy Module located at website <http://www.mods.army.mil>, hereafter referred to as the Volunteer website. This policy is directed to the chain of command and personnel managers at the Major Subordinate Commands (MSCs), and is applicable to all MEDCOM Soldiers.

3. Proponent: The proponent for this policy is the Military Personnel Division, Assistant Chief of Staff for Human Resources.

4. Responsibilities:

a. The Personnel Operations Branch, Military Personnel Division, will manage the Volunteer website to include interface with the contractor for automation changes. This Branch is the focal point for reviewing all volunteer submissions to include negative validations by the MSCs.

b. MSCs will maintain continual visibility of the Soldiers' volunteer status and serve as the communication link between the Soldier and the Personnel Operations Branch. Soldiers should be given the greatest flexibility to volunteer to deploy. The management of volunteers is a chain of command responsibility.

c. The MEDCOM Soldier will become familiar with the requirements of this policy and the Volunteer website. The Soldier must keep the chain of command informed of the intent to volunteer for deployment and the status of the request. The Soldier can expect support from the chain of command when volunteering to deploy; however, the command may deny their request based on the needs of the command.

5. Policy:

a. Volunteering for deployment begins with the Soldier entering the required information into the Volunteer website. "The Soldier" refers to a Compo 1 MEDCOM assigned Soldier. Compo 2 or 3 Soldiers mobilized to a MEDCOM unit may volunteer using the Volunteer website if they have enough time on their mobilization orders to complete the deployment once selected. Implementation of this policy may expand volunteer eligibility using the Volunteer website for MEDCOM civilian employees, Compos 2 or 3 Soldiers, and members of other Services.

b. Every MEDCOM assigned Soldier has the right to volunteer for deployment and may do so at any time with an established Army Knowledge Online e-mail account to gain access to the Volunteer website. Volunteering does not guarantee the opportunity to deploy even when the volunteer status has been validated by the MSC.

c. The eligible Soldier will have the ability to volunteer for a specific operation, however this does not guarantee selection for that operation nor does it limit selection solely for that operation.

d. The volunteering Soldier can expect an MSC decision within 14 days of submitting the request. Once validated by the MSC, the Soldier will remain a volunteer until selected for deployment, self-removed, removed by the MSC, or reassigned from the MEDCOM.

e. Once removed from the volunteer list for any of the reasons listed in paragraph 5d, the Soldier must go through the chain of command to volunteer again and is no longer eligible to self-volunteer using the Volunteer website.

f. Soldiers using the Volunteer website must understand they are subject to the same deployment policies as a non-volunteer selected for deployment. Volunteers may not make any stipulations on their volunteer status, e.g., "I am only willing to deploy for 90 days and not with a division level unit."

g. A Soldier who has volunteered using the Volunteer website has the right to remove himself/herself from volunteer status at any time. Self-removal from the Volunteer website does not prohibit the Soldier's selection for deployment if eligible.

h. Once a Soldier has successfully completed volunteering, an automatic e-mail notification will be sent to the MSC specifying the need to validate the volunteer on the Volunteer to Deploy Management Site (VTDMS). MSCs will develop internal procedures to manage the validation process within the parameters of TSG's intent to use volunteers to the greatest extent possible.

i. The MSC must validate the volunteer request within 14 days of the automatic e-mail notification by the Volunteer website. Failure of the MSC to validate the volunteer on the VTDMS by the 14th day will default to an automatic validation of YES for the volunteer.

j. Any deployment volunteer denial will be reviewed by the Personnel Operations Branch to determine whether a CCIR is required. If required, the MSC will prepare the CCIR and submit it with the MSC Commander's approval using procedures described in reference 1c.

k. The Deputy Chief of Staff for Health Policy and Services, in coordination with the Personnel Operations Branch, will generate a CCIR if, during Tier 1 assignment processing, the volunteer is bypassed for selection to a PROFIS Deployment System position.

l. Any volunteer selected for deployment will be notified by their MSC at least 30 days prior to the date of deployment. This is the same notification requirement for a non-volunteer and is dependent on the time restrictions for the operation involved.

m. Receipt of a temporary profile by a validated volunteer is not a reason for removal from volunteer status. Soldiers should not be removed from volunteer status unless it is determined that they are permanently non-deployable and have a valid permanent profile.

6. Point of contact for the MEDCOM Volunteer Program is Personnel Operations Branch, DSN 471-7050/7265/6741 or commercial (210) 221-7050/7265/6741.

FOR THE COMMANDER:


WILLIAM H. THRESHER
Chief of Staff